EXHIBIT A

BURKHARDT CONSTRUCTION, INC.

Vincent G. Burkhardt
President

July 26, 2022

City of Miami Beach
1755 Meridian Avenue, 3rd Floor
Miami Beach, FL 33139

Attn: CIP Department

RE: Scope and fee proposal for pre-construction services RFQ No. 2016-073-KB Construction Manager at Risk (CMR) for construction of Lincoln Road District Improvements

To whom it may concern:

Burkhardt Construction, Inc., acting as Construction Manager at Risk (CMR), is pleased to provide the attached scope and fee proposal to the City of Miami Beach (Owner) for pre-construction services necessary to implement the Lincoln Road District Improvements outlined by the City of Miami Beach Commission and outlined by City staff on an email dated January 14, 2022.

Burkhardt Construction, Inc. preconstruction services are composed of the following:

1.	TASK I	$ 199,560.00
2.	TASK II	$ 85,800.00
3.	TASK III	$ 56,000.00
4.	TASK IV	$ 58,160.00
	Total	$ 399,520.00

Please feel free to contact me directly should you have any questions regarding any of the information included in this letter or the attached schedule of pre-construction fees and services.

Respectfully,

Burkhardt Construction, Inc.

Marc R. Kleisley
Vice President

EXHIBIT A

BURKHARDT CONSTRUCTION, INC.

PRECONSTRUCTION PHASE SCOPE OF SERVICES

TASK I – $ 199,560.00

I. This task includes coordination with the design team. The CMR will participate in bi-weekly team progress meetings. These meetings will be attended by CMR, Design professionals, Owner and others as requested.

A. Design Meetings: HOSTED BY JAMES CORNER FIELD OPERATIONS
- The CMR anticipates meeting up to award of GMP contract, with the total estimated meetings being thirty (30).

B. Permit Tracking and Coordination: BY JAMES CORNER FIELD OPERATIONS

C. Issue Tracking and Resolution: BY JAMES CORNER FIELD OPERATIONS

D. Participate in Community Meetings and Presentations
- The CMR anticipates four (4) - 2 day meetings.

E. Schematic Design and Design Development Site Visits
- The CMR anticipates four (4) - 2 day site visits
- The Electrical subcontractor will perform a detail review of existing electrical infrastructure including electrical rooms, panels, conduit paths and service connections in order to assess current spare capacity and available conduit paths. They anticipate 7 weeks (32 hrs/wk)
- The fountain subcontractor will propose what existing fountain mechanical equipment repairs are feasible based on existing site findings. They anticipate 5 weeks (16 hrs/wk)

TASK II – $ 85,800.00

II. This scope includes the preparation and presentation of cost estimates at various stages of design. The following activities will take place, but will not be limited to:

A. Cost Estimating: The CMR will conduct quantity surveys at Schematic Design (Order of Magnitude cost estimate) and Design Development at 50% construction document stages. At the Design Development stage of the plans, we obtain numbers like square footage of concrete, number of trees proposed on site, and other quantities that will be used. Upon completion of the quantity surveys, the CMR will use their extensive in-house cost history to produce the Order of Magnitude cost estimate. The estimate will be on an Excel worksheet and will be broken out into different categories that are specific to the work that is going to be performed under each category. At the 50% construction document stage this scope will include an update/refinement of the Order of Magnitude cost estimate. The CMR will examine the 50% and 100% construction documents and conduct quantity surveys again to determine if there are any substantive changes that may materially

BURKHARDT CONSTRUCTION, INC.

TASK II (cont.)

affect budget or time. The CMR will conduct these cost estimates based on the quantity surveys established at these design stages. These estimates will include all materials and information that has been discussed and outlined in the design meetings up to that point. (Two (2) total cost estimates are included).

B. Review of Construction Documentation/Value Engineering: The CMR will examine the construction documents, specifications, and site conditions at each plan stage to evaluate and proactively determine any conflicts, errors, misrepresentations, or potential difficulties designed or present in the site conditions. The items discovered in this process will be included in the next meeting agenda which will act as a clearinghouse for discussion and resolution. After the quantity surveys and project estimating are complete, the CMR will then look at the designed and specified construction materials, methods, and systems being used and use Burkhardt Construction Inc.'s established "lessons learned" to develop a potential value engineering list of alternatives to be made available for a decision by the team. The CMR will not suggest any products that will reduce quality and does not view this exercise as a cost cutting measure. Value Engineering will continue to take place throughout the design process. The CMR will inspect the construction documents to make sure that all prior constructability comments and recommendations have been incorporated into them. The review process will continue until all comments and best practices have been incorporated.

TASK III – $ 56,000.00

III. The CMR will produce a pre-construction project schedule that includes deliverables to the Owner in conjunction with the Owner and the Designer. Long lead items and potential early start items may be identified as well and included in this schedule. The City will not be participating in any Owner Direct Purchasing of materials. The CMR will review the construction documents and come up with construction phasing and schedule based on the design. The schedule will be in a bar chart format and will point out specific milestones in construction for the project as well as anticipated project duration.

TASK IV – $ 58,160.00

IV. This scope consists of the CMR preparing the Guaranteed Maximum Price and the final construction budget based on the 100% construction documents provided by the Owner/Design Team. The GMP shall consist of detailed line items for all major work to be performed. The GMP will follow the same format as the cost estimates. The following activities will take place, but will not be limited to:

A. Public Advertisement: The CMR will place an ad in a south Florida newspaper. Each ad will run for ten days over two consecutive weekends as a public notice to

BURKHARDT CONSTRUCTION, INC.

TASK IV (cont.)

subcontractors to pre-qualify with the CMR. Ads can be run in additional newspapers at the Owner's request as well.

B. Subcontractor Pre-Qualification: The CMR will use a pre-qualification questionnaire to qualify subcontractors who wish to bid on the projects. The questionnaire has subcontractors address items like bonding capacity, insurance requirements, current schedule of work on hand, how many full time employees the firm has working for it, and other items that the CMR feels are necessary to have a good subcontracting pool with which to issue bid packages. The CMR will also respond to any questions the subcontractors have about prequalifying. The CMR will then create a list of prequalified bidders and review them with the team to determine if a larger pool is required.

C. Bid Package Preparation: The CMR will conduct quantity surveys on the 90% construction plans using the same procedures used in the IOPCC and the 60% Cost Estimate to form scopes of work for each trade. These quantities are an in-house product used as an independent verification for use in analyzing subcontractor bids. These quantities will be put in an Excel spreadsheet and distributed to the qualified subcontractors as the bid form with the Invitation to Bid, and Instructions to Bidders. The bid packages that will be developed will be tailored to the market of prospective bidders.

D. Issuance of Bid Packages: The CMR will conduct pre-bid meetings with prequalified subcontractors and conduct pre-bid tours of the project site. The CMR will then issue bid packages to all qualified subcontractors that will include the Invitation to Bid, Instructions to Bidders, and the bid form. Any questions that arise during the bidding phase will be answered in an addendum that will be sent to all bidding subcontractors. A date will be set to receive bids from all subs. This date will be firm and any subcontractor who submits after this date will be disqualified.

E. Analyzing of Subcontractor Bids: After the CMR receives all qualified bids (i.e. The bidding subcontractor responds on time with a complete bid) they will then begin analyzing and comparing the subcontractor bids. The CMR will first be sure that all bids received are complete and that they acknowledge any and all addenda. Then the CMR will set up a bid comparison spreadsheet to compare which subcontractors are low in their scope of work. The CMR will conduct post bid meetings with individual subcontractors to confirm scope coverage and where necessary, create a scope coordination matrix to avoid any overlap of scope. After preparing and analyzing the comparison spreadsheets, the CMR will prepare a recommendation for the apparent low bidder in each scope of work.

F. Preparation of the Guaranteed Maximum Price (GMP): After going through all these steps, the CMR will compile the GMP for the Owner. Included in this GMP will be the CMR's general conditions, construction phase fee, profit and contingency. The GMP will be presented to the owner in a book and will include all of the information listed above.

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BURKHARDT CONSTRUCTION, INC.

City of Miami Beach
Scope and fee proposal for pre-construction services
RFQ No. 2016-073-KB
Construction Manager at Risk (CMR)
for Construction of Lincoln Road District Improvements

Submitted: July 26, 2022

Burkhardt Construction, Inc.

Marc R. Kleisley Title: Vice President

Accepted by:
City of Miami Beach

By: _____
Printed Name

Title: _____

Date: _____
Upon your acceptance of this letter of agreement, Burkhardt Construction, Inc. shall begin work immediately. Please return one original for our files.

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BURKHARDT CONSTRUCTION, INC.

City of Miami Beach
Scope and fee proposal for pre-construction services
RFQ No. 2016-073-KB
Construction Manager at Risk (CMR)
for Construction of Lincoln Road District Improvements
Hourly Rates for Additional Requested
Pre-Construction Services

Name	Position	Rate
Vincent G. Burkhardt	President	$300.00
Sharon H. Burkhardt	Secretary/C.P.A.	$200.00
Marc R. Kleisley	Vice President/Lead PM	$200.00
Anthony Sabatino	Senior Project Manager	$150.00
Bill Zammit	Snr. Vertical Project Manager	$150.00
Adam Rossmell	Project Manager	$120.00
CJ Rhody	Project Manager	$120.00
Brandon Rhodes	Project Manager	$120.00
Kevin Brennen	Asst. Project Manager	$ 90.00
Nicholas Fasulo	Asst. Project Manager	$ 90.00
Ruben Almazan	Const. Field Mgr.	$100.00
Mike Vazquez	Const. Field Mgr.	$100.00
Karl T. Kaminski	Utilities Const. Field Mgr.	$100.00
Michael Parsons	Utilities Const. Field Mgr.	$100.00
Hemant Tank	Estimator/Cost Engineer	$ 75.00
`	Resident/Merchant Outreach	$ 75.00
Sarah B. Hoadley	Accounting Manager/M.B.A.	$ 90.00
Katy Pantaleon	Accounting	$ 75.00
Brittany Darville	Admin. Ass't/Clerical	$ 50.00
Crystal Caldwell	Admin. Ass't/Clerical	$ 50.00

EXHIBIT A

Guitian, Ariel

From: Marc Kleisley <marc@burkhardtconstruction.com>
Sent: Tuesday, August 23, 2022 9:37 AM
To: Guitian, Ariel
Cc: Vega, Paola; Adam Rossmell; Gomez, David
Subject: Re: Lincoln Rd - proposal

[THIS MESSAGE COMES FROM AN EXTERNAL EMAIL - USE CAUTION WHEN REPLYING AND OPENING LINKS OR ATTACHMENTS]

Ariel,

We confirm and acknowledge that the balance remaining in the original agreement and Amendment 1 totaling $41,375.00 associated with project phasing, scheduling and the 200-300 block is work that will not be performed and shall show as a credit in Amendment 2. Our proposal dated July 26, 2022 in the amount of $399,520.00 will not be credited for work not performed.

Marc

On Tue, Aug 23, 2022 at 9:14 AM Guitian, Ariel <ArielGuitian@miamibeachfl.gov> wrote:

> Marc – As discussed, Amendment 2 will include a language stating that this amendment credits for work not performed in the original agreement and Amendment 1 in the amount of $41,375.00 associated with project phasing, scheduling and the 200-300 block.
>
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> Thanks

MIAMIBEACH

***Ariel Guitian**, Senior Capital Projects Coordinator*

OFFICE of CAPITAL IMPROVEMENT PROJECTS (CIP)

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OFFICE of CAPITAL IMPROVEMENT PROJECTS (CIP)